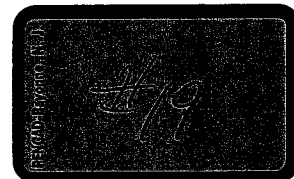


MEMORANDUM

DATE: 3/27/06
TO: Winifred Blackledge
FROM: _____
Jerryln London
RE: Leave Request

The expectation of Region III staff is that we all work to ensure the success of the Spring Conference. I am returning your request for sick leave for 4/17-18/06 unapproved. As we have discussed on at least three occasions, I need your assistance at the registration table for the Spring Conference. Registration will be opened on Monday, 4/17/06. I am requesting that if you need to pursue medical treatment/appointments that you do so at another time. If you cannot re-schedule your medical treatment/appointment please submit a statement from your physician. Monitoring and moderator services will be covered on 4/18/06, Tuesday and 4/19/06 Wednesday. If you need to be off those days the leave can be approved with a doctor's statement.

PC: Fordyce Mitchel
Eranell McIntosh-Wilson
Henry Ervin



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